

## Key Elements of UT-Battelle's EMS

### Policy

- UT-Battelle Environmental Policy Statements

### Planning

- Identifying the activities that can have an environmental impact
- Identifying legal and other requirements
- Setting environmental objectives and targets
- Planning to achieve the objectives and targets

### Implementation

- Defining roles and responsibilities
- Training
- Communication
- Documenting how the EMS works
- Controlling EMS documents
- Establishing procedures for controlling activities that impact the environment
- Identifying potential emergencies and developing procedures for preventing and responding to them

### Checking/Corrective Action

- Monitoring environmental performance
- Identifying and correcting problems to prevent recurrence
- Maintaining records

### Management Review

- Reviewing and improving the overall EMS and environmental performance



### For More Information

The Environmental Protection and Waste Services Division (EPWS) can help. Visit our website at <http://eshtraining.ornl.gov/eshq/EPWS/internal3.htm>

### For assistance, call

Karen Downer,  
EPWS Division Director  
574-5776

David Skipper,  
Environmental Protection Services Manager  
576-5748

Lance Mezga,  
Laboratory Waste Services Manager  
574-7258

### Emergencies, spills, or releases:

Call 911 or 574-6606 on a cell phone

### What all ORNL staff need to know and do

#### Know:

- ORNL's environmental policy statements
- How your work can affect the environment
- Environmental requirements that apply to your work
- What to do in case of a spill or an emergency
- How your actions affect ORNL's environmental performance

#### Do:

- Comply with environmental requirements
- Issue stop work order in case of imminent danger—including environmental impairment
- Practice pollution prevention and waste minimization

# UT-BATTELLE'S ENVIRONMENTAL MANAGEMENT SYSTEM

### What do I need to know?

How my work can affect the environment

The environmental requirements associated with my work

What to do in case of an emergency

How my actions can improve UT-Battelle's environmental performance

### What are my responsibilities?

To comply with environmental requirements

To issue a stop work order in case of an imminent danger (including possible environmental impairment)

To be familiar with the UT-Battelle environmental policy statements

To incorporate pollution prevention and waste minimization into my work





## Fast facts about the Lab's Environmental Management System

### What is the UT-Battelle Environmental Management System?

The adoption of an Environmental Management System (EMS) allows us to identify, assess, and control the impact UT-Battelle activities and facilities have on the environment. The EMS is designed to ensure that our activities and facilities are in compliance with environmental laws and regulations, environmental permits, and applicable DOE orders. The results of our compliance with the environmental requirements are improved environmental performance and reduced costs.

### What is ISO 14001 and why is UT-Battelle seeking to register its EMS?

ISO 14001 is an international environmental management standard that provides a framework for an effective EMS. To underscore the Lab's commitment to environmental stewardship, UT-Battelle plans to register the EMS to the ISO 14001 standard in 2004. Benefits of registration include

- demonstration of environmental leadership
- external recognition and validation of the effectiveness of our EMS
- potential relief from regulatory oversight

### What is the schedule for EMS registration and what does it mean to me?

An independent assessment of the UT-Battelle EMS will occur in August 2003. The expectation is that this assessment will identify any remaining actions that are needed prior to ISO registration. Following this assessment, a third-party registrar will visit ORNL in early 2004 to ensure that the UT-Battelle EMS meets all of the ISO 14001 requirements. During the August 2003 assessment and/or the registrar's 2004 visit, you may be asked questions like "What is the UT-Battelle environmental policy?" or "How do you identify the environmental requirements associated with your work?"

## UT-BATTELLE'S ENVIRONMENTAL POLICY STATEMENTS

We are committed to adhering to applicable federal, state, and local ESH laws, regulations, and requirements.



We are committed to providing a safe and healthful working environment for all staff, guest scientists and engineers, and visitors; to protecting the general public and the environment from unacceptable ESH risks; to operating in a manner that protects and restores the environment; and to integrating pollution prevention into planning and decision-making.



We are committed to objectively and fully communicating environmental protection, safety, and health information to staff, subcontractor personnel, our customers, applicable stakeholders, and the public.



We are committed to continuously improving our processes, systems, and capabilities so that we can increase the value of our research, services, and products delivered to our customers.

### Implementation of this policy requires everyone's participation

We all have a role to play in implementing this policy. Read on to find out what is expected from all staff.

#### • Identifying and controlling environmental aspects of the work

In order to comply with the requirements of the EMS, you first have to identify the environmental aspects associated with your work. The environmental aspects and associated controls for UT-Battelle activities have been identified and are integrated into the Work Control process. You can learn more by reading the procedure that applies to your work within the SBMS Work Control subject area.

#### • Complying with the environmental policy and requirements

All staff are expected to understand the environmental policy and to comply with the requirements contained in SBMS and organization-specific procedures. Failure to comply with the environmental requirements could result in negative environmental impacts and possible fines and penalties from regulators.

#### • Working for continuous improvement

How can we improve our environmental performance? One way is to aggressively pursue pollution prevention, which reduces our disposal costs, minimizes the chances for a spill, leads to a safer workplace, and eliminates regulatory requirements. Look for ways to reduce the emissions and waste associated with your work.